



**PLANNING, BUILDING AND DEVELOPMENT**

Noel C. Taylor Municipal Building  
215 Church Avenue, SW, Room 166  
Roanoke, Virginia 24011  
540.853.1730 fax 540.853.1230  
planning@roanokeva.gov

November 13, 2014

Mr. Derek Cundiff, Chair  
and Members of the Architectural Review Board  
Roanoke, Virginia

Dear Members of the Board:

**Subject:** Request from Mr. John Ferguson, to remove three aluminum single hung windows (one within the front porch and two on the second floor), replace them with three new wood windows to match the existing, re-furbish and re-install existing third floor, diamond shaped sash window, found in the attic, at 732 13<sup>th</sup> Street, S.W.

**Background:**

The building at 732 13<sup>th</sup> St, S.W. is a three-story residential duplex located within the Historic Neighborhood Overlay (H-2).

The applicant requests approval for the following work:

1. Replacing three aluminum frame single hung windows with new wood double hung one over one pane windows to match existing.
2. Re-furbish and re-install an existing third floor, gable wood window, recently found in the attic.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following:

***Window Replacements:***

- Replace entire windows *only* when they are missing or beyond repair.
- If owners choose to remove and replace their historic windows they must first present sufficient physical and photographic evidence and information to the ARB regarding the condition of the existing windows and the feasibility of repair/replacement in-kind, and replacement with new materials. Replacement should be based upon physical evidence and photo documentation rather than the availability of stock or replacement windows.

- If historic windows need to be replaced, consider only the replacement of the sash units themselves and not the entire window frame or surround.
- Replace windows to improve thermal efficiency only as a last resort; match existing windows if replacement occurs.
- If replacement is warranted, use replacement windows with true divided lites or interior and exterior fixed muntins with internal spacers (known as simulated divided lites,) to replace historic or original windows.

**Design Application Review Committee comments:**

- Provide an historic photo of the street façade, if possible, to see the window style on the second floor bay window which is proposed to be replaced with 1/1 pane wood.

**Staff Comments:**

The proposal is consistent with the H-2 Design Guidelines mentioned above and staff recommends approval of the application, as proposed.



---

Frederick Gusler, AICP  
ARB Agent

# H-2, Historic Neighborhood Overlay District

## Application for Certificate of Appropriateness

Date of Application

10-10-14

Site Address

732 13<sup>th</sup> S.W Roanoke VA 24016

Property Owner:

Name:

John Ferguson, Jr.

Address:

3943 Travis Trail

City:

Salem

State:

VA

Zip Code:

24158

Phone Number:

293-5757

E-Mail:

Gayfer@aol.com

Owner's Representative (if applicable):

Name:

Address:

City:

State:

Zip Code:

Phone Number:

293-5757

E-Mail:

Application Prepared By:

OWNER

Current Use:

☐

Single-Family

☒

Two-Family (Duplex)

☐

Multifamily

☐

Townhouse

☐

Commercial

If Commercial, Describe Use:

Project Type:

☐

Roof

☐

Porch

☒

Windows and Doors

☐

New Construction

☐

Signs

☐

Walls and Fences

☐

Parking and Paving

☐

Demolition

☐

Other:

\*PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.

**Acknowledgement of Responsibility:** I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner:

John Ferguson, Jr.

Date:

10-10-14

Section Below to be Completed by Staff

Certificate Number:

Tax Parcel Number:

1220802

Base Zoning District:

Approval By:

☒ ARB

☐ Agent

Other approvals needed:

☐ Zoning Permit

☐ BZA/Planning Commission

☐ Building Permit

☐ Other

Agent, Architectural Review Board:

Date:

# H-2, Historic Neighborhood Overlay District Detailed Project Description

Site Address:

732 13<sup>th</sup> St SW Roanoke VA 24016

Property Owner:

John Ferguson, Jr

As shown in Diagram B, this is a window.  
Install a new wood window in the  
diamond shape design as the other windows  
on the front of the house.

Replace 3 metal windows in front  
with wood windows. one on 1st floor  
2 on 2nd floor --

Remove & Restore back to diamond design  
in attic -

Shown in Diagram 22

Project  
Description:

Additional information to be submitted:

☐ Photographs ☐ Site Plan ☐ Elevation Drawings ☐ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other:

# Diagram 22

3rd Replace & Repair  
Remake & Restore

2nd Floor Replace 2

1st Floor Replace 1

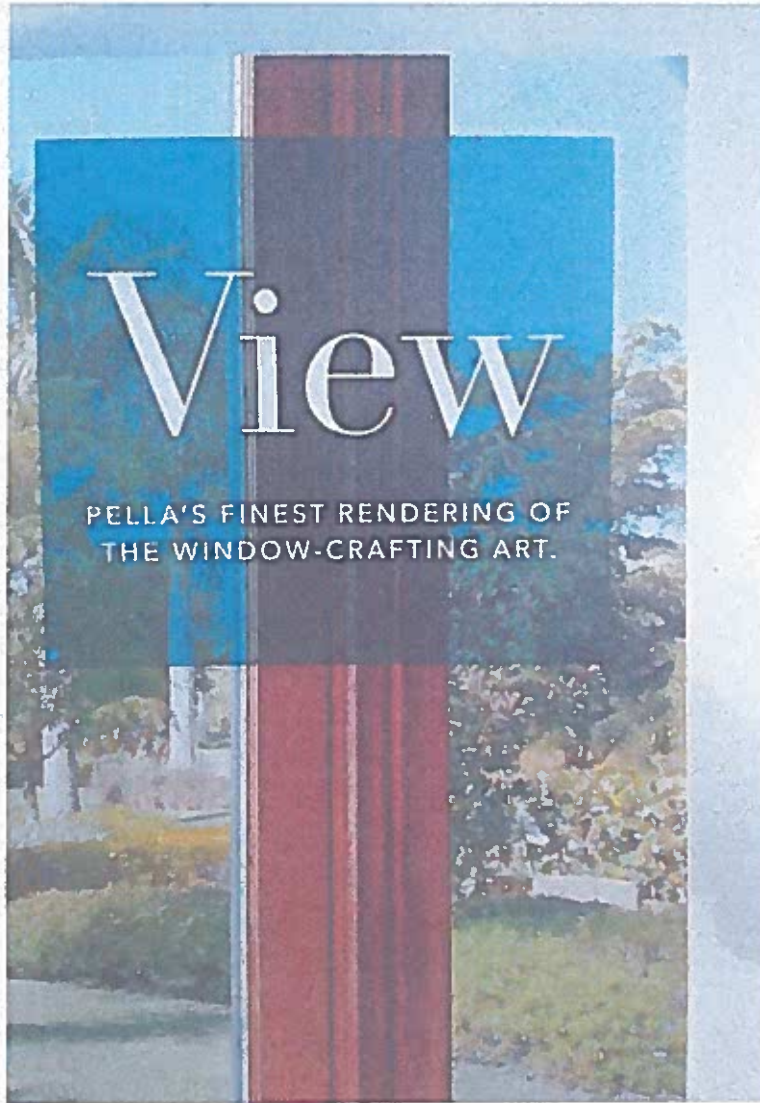


John Ferguson  
COA



# View

PELLA'S FINEST RENDERING OF  
THE WINDOW-CRAFTING ART.





#### GRILLE PATTERNS

Pella offers an art in the variety of grille patterns used throughout its history to enhance your home's design. Pella also creates a custom grille pattern for you, or your architect can design one for you.



4 x 6 Pattern

12 x 12 Pattern

12 x 12 Pattern

Top 3 Bars

Center

Bottom

Bottom

Custom

usually available

#### MAINT GRILLES

Light Technology® grilles are historically correct but provide modern energy efficiency. They are permanently bonded to the inside and outside of the window with a non-toxic adhesive. In 1910, Pella introduced the design of individual panes of glass. Or choose grilles between the glass panes, creating a seamless glass surface that is clear. See the photos shown on the opposite page for the grille features available.



1 1/2" Integrated Light Technology Grille

7/8" Integrated Light Technology Grille

5/16" Abrasion Grille Between the Glass

#### REMOVABLE ROOMSIDE GRILLES

These roomside wood grilles are easily removed when you need to clean the glass.



2" Roomside Wood Grille

1 1/4" Roomside Wood Grille

5/8" Roomside Wood Grille

#### PROJECT SERIES



As you can choose an interior grille color to best match your door frame, we pay for make a unique delivery statement grille color that corresponds with the frame. Choose the color as well match the exterior color.



For more detailed information  
about Ford's new 1997 Taurus,  
visit our website at [www.ford.com](http://www.ford.com)

[illegible]





## Spectacular shapes and sizes.

Customize your Architect Series® window or patio door to be virtually any shape and size you want but never knew was possible. Until now. Create a pleasing symmetry choosing windows or doors with angled or curved frames that mirror the lines of other architectural details in your home. Use Special Shape windows alone or combine it with other Architect Series windows and doors to create a stunning focal point inside your home and out.

## Glorious grilles.

Our designers can create a custom grille pattern for the look of individual windowpanes – or you can design one yourself. Many standard grille patterns are also available.

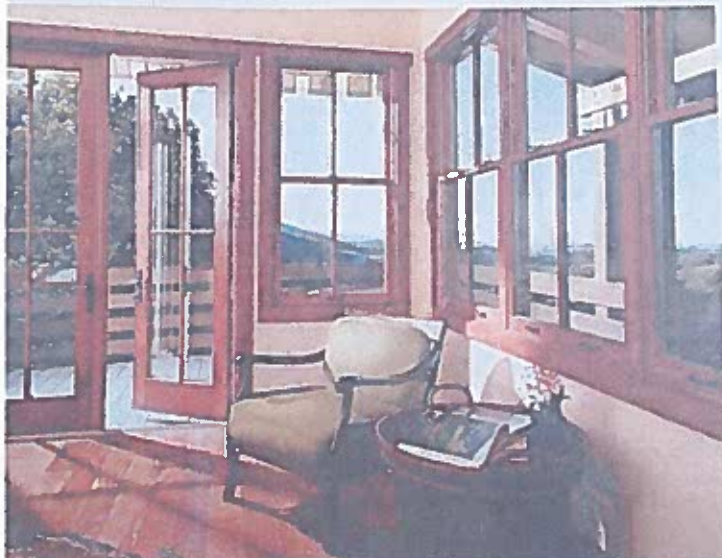


beauty ... perfectly."

— Anonymous



**PELLA BELIEVES NOTHING MAN CAN CREATE RIVALS THE BEAUTY OF WOOD.** That's why Pella wood windows and doors are designed to simply harness the earth's handiwork. No two trees are exactly alike. No two pieces of wood are identical. So all Architect Series® windows and doors are wholly unique. Revel in their exquisite details. And know the windows and doors you've chosen are truly one of a kind.



#### RESPONSIBLE HARVESTING

Wood is the earth's only truly renewable building resource. Pella works to partner with responsible suppliers that harvest wood from well-managed forests - and share your passion for protecting our planet.



PELLA ARCHITECT SERIES 1 2



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November 13, 2014

Mr. Derek Cundiff, Chair  
and Members of the Architectural Review Board  
Roanoke, Virginia

Dear Members of the Board:

**Subject:** Request from Mr. Gary Garst to replace the existing slate roof with laminated shingles due to a fire-damage to a part of the roof structure of the existing two-story house. Repair and replace damaged roof rafters, extend the roof over the existing garage and replace porch shingles with in-kind material at 1401 2<sup>nd</sup> Street, S.W.

**Background:**

The building at 1401 2<sup>nd</sup> St, S.W. is a 2 ½-story single-family residence located on a corner lot within the Historic Neighborhood Overlay (H-2). A portion of the existing roof was damaged by a recent fire which had caused damage to the roof structure as well. The applicant recently was approved for *in-kind* repair of the roof with matching slate, however now requests approval for the following work:

1. Replace existing slate roof with laminated shingles due to fire damage to part of the roof structure.
2. Repair/replace damaged roof rafters
3. Extend existing roof out over the garage
4. Replace porch shingles with in-kind shingles.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following:

- Retain historic roofing materials, such as slate, clay tile, wood shingles, or metal, that are still in good overall condition. If a limited area of historic roofing materials is damaged or deteriorated, repair with compatible materials is recommended rather than the removal and replacement of the entire roof surface. If owners choose to remove and replace their historic roofing material they must first present sufficient evidence and information to the ARB regarding the condition of the roof and feasibility of repair.

- Carefully remove and store existing slate, tiles, or shingles when making repairs to roofing substructure and replace them once repairs are complete.
- Avoid replacing roofs with a substitute material that does not convey the same visual appearance of the historic roof.

**Design Application Review Committee comments:**

- No evidence was submitted to determine that the slate can't be replaced in-kind.

**Staff Comments:**

The proposal is not consistent with the H-2 Design Guidelines as they relate to replacement of the entire slate roofing material with laminated shingles. To replace an original roof, evidence needs to be presented to demonstrate the existing condition. The applicant has not provided such and no product information has been provided for the shingles requested. Staff recommends approval of the proposed in-kind replacement of the existing shingle roof over the front porch. Staff does not support the request.



---

Frederick Gusler, AICP  
ARB Agent

# H-2, Historic Neighborhood Overlay District

## Application for Certificate of Appropriateness

Date of Application: October 15, 2014

Site Address: 1401 2nd St. SW

Property Owner:

Name: Gary Garst

Address: 1401 2nd St. SW

City: Roanoke

State: Va

Zip Code: 24016

Phone Number: 5407657123

E-Mail: garygarst@gmail.com

Owner's Representative (if applicable):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Application Prepared By: Gary Garst

Current Use: ☒ Single-Family ☐ Two-Family (Duplex) ☐ Multifamily ☐ Townhouse ☐ Commercial

If Commercial, Describe Use: \_\_\_\_\_

Project Type: ☒ Roof ☒ Porch ☐ Windows and Doors ☐ New Construction ☐ Signs ☐ Walls and Fences  
☐ Parking and Paving ☐ Demolition ☐ Other: \_\_\_\_\_

**\*PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.**

Acknowledgement of Responsibility: I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: 

Date: 10/15/2014

*Section Below to be Completed by Staff*

Certificate Number: \_\_\_\_\_

Tax Parcel Number: 1031306

Base Zoning District: \_\_\_\_\_

Approval By: ☒ ARB ☐ Agent

Other approvals needed:

☐ Zoning Permit

☐ BZA/Planning Commission

☐ Building Permit

☐ Other \_\_\_\_\_

Agent, Architectural Review Board: \_\_\_\_\_

Date: \_\_\_\_\_



# H-2, Historic Neighborhood Overlay District

## Detailed Project Description

Site Address: 1401 2nd St. SW

Property Owner: Gary Garst

1. Replace existing slate roof with a laminated shingle due to fire damage to part of the roof structure.
2. Repair/replace damage roof rafters
3. Extend existion roof out over the garage
4. Replace porch shingles with like shingles.

Project  
Description:

Additional information to be submitted:

☒ Photographs   ☐ Site Plan   ☒ Elevation Drawings   ☒ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other:







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November 13, 2014

Mr. Derek Cundiff, Chair  
and Members of the Architectural Review Board  
Roanoke, Virginia

Dear Members of the Board:

**Subject:** Request from Mr. Ricky T. Mitchell, represented by Mr. W. R. Gibbs, Harvest General Contractor, to replace the existing windows throughout the existing single-family home with new wood windows matching existing, at 436 Walnut Avenue, S.W.

**Background:**

The building at 436 Walnut Avenue, S.W., is a 2 ½-story single-family house located within the Historic Neighborhood Overlay (H-2).

The applicant requests approval for the following work:

1. Removing all existing windows throughout the 2-story single-family house.
2. Install new energy efficient insulated glass wood windows to match the existing.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following:

***Window Replacements:***

- Replace entire windows *only* when they are missing or beyond repair.
- If owners choose to remove and replace their historic windows they must first present sufficient physical and photographic evidence and information to the ARB regarding the condition of the existing windows and the feasibility of repair/replacement in-kind, and replacement with new materials. Replacement should be based upon physical evidence and photo documentation rather than the availability of stock or replacement windows.

- If historic windows need to be replaced, consider only the replacement of the sash units themselves and not the entire window frame or surround.
- Replace windows to improve thermal efficiency only as a last resort; match existing windows if replacement occurs.
- If replacement is warranted, use replacement windows with true divided lites or interior and exterior fixed muntins with internal spacers (known as simulated divided lites,) to replace historic or original windows.

**Design Application Review Committee comments:**

- There is are no evidence that existing windows are in disrepair to justify the proposed window replacements.

**Staff Comments:**

The proposal is not consistent with the H-2 Design Guidelines mentioned above. The existing windows appear to be in good condition and staff recommends denial of the application, as proposed.



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Frederick Gusler, AICP  
ARB Agent

H-2, Historic Neighborhood Overlay District  
Application for Certificate of Appropriateness

Date of Application: 10/16/14  
Site Address: 436 Walnut Ave SW  
Property Owner:  
Name: Ricky T. Mitchell  
Address: 436 Walnut Ave  
City: Roanoke State: VA Zip Code: 24016  
Phone Number: E-Mail:  
Owner's Representative (if applicable):

Name: Harvest General Contractors  
Address: 835 Camp North Rd  
City: Salem State: VA Zip Code: 24153  
Phone Number: 540 400 5104 E-Mail:

Application Prepared By: W. R. Gibbs

Current Use: ☒ Single-Family ☐ Two-Family (Duplex) ☐ Multifamily ☐ Townhouse ☐ Commercial

If Commercial, Describe Use:

Project Type: ☐ Roof ☐ Porch ☒ Windows and Doors ☐ New Construction ☐ Signs ☐ Walls and Fences  
☐ Parking and Paving ☐ Demolition ☐ Other:

\*PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.

**Acknowledgement of Responsibility:** I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: [Signature] Date: 10/16/2014

Section Below to be Completed by Staff

Certificate Number: Tax Parcel Number: 1030101 Base Zoning District:  
Approval By: ☐ ARB ☐ Agent  
Other approvals needed:  
☐ Zoning Permit ☐ BZA/Planning Commission  
☐ Building Permit ☐ Other  
Agent, Architectural Review Board: Date:



# H-2, Historic Neighborhood Overlay District

## Detailed Project Description

Site Address:

436 Walnut Ave. SW Roanoke

Property Owner:

Ricky Mitchell

Replace All windows wood for wood  
Same Appearance

Project  
Description:

Additional information to be submitted:

☐ Photographs ☐ Site Plan ☐ Elevation Drawings ☐ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other:

















































## REPLACING THE OLD WITH ALL-NEW RELIABILITY

Improve your home with our sash or pocket double-hung replacement windows. To replace an old, single pane sash, choose our sash replacement kit with energy-efficient insulated glass. To replace entire windows, select our pocket double-hung replacement windows. There's no need to replace existing siding, mouldings or stucco with either option—making installation especially easy.

Premium Wood Pocket Replacement Window



Premium Wood Sash Replacement Kit



## DO IT YOURSELF

Quick and easy sash replacement—keep your existing frame, plaster and casing intact.

1



Measure the width, height and sill angle of existing window. Make sure existing frame is square and existing jamb is straight.

2



Remove old sash.

3



Install jamb brackets and liners, install the head parting stop; install the upper sash first and then the lower sash.

Note: Sash Replacement Kits do not meet ENERGY STAR® requirements.

**NOTE: ZAP PACK MEASUREMENTS**

**-IMPORTANT TO FOLLOW ZAP PACK MEASURING INSTRUCTIONS. WE CANNOT ACCEPT ORDERS FOR ANY DIMENSION OTHER THAN SASH OPENING.**

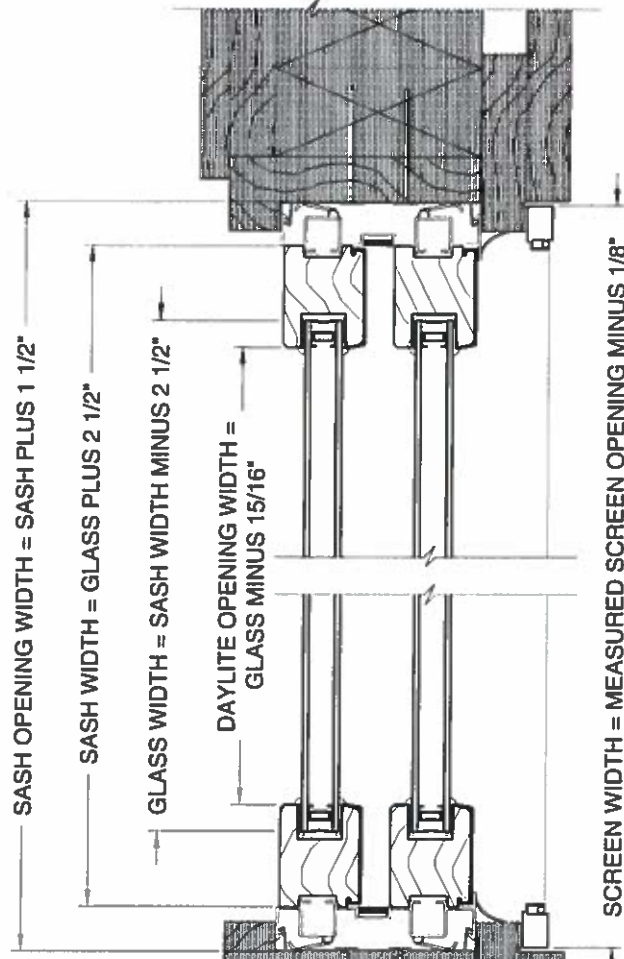
**-IF ZAP PACKS DO NOT FIT, JELD-WEN  
REQUIRES THAT YOU PROVIDE THE  
VISIBLE GLASS AND/OR SASH SIZE  
OF ZAP PACKS RECEIVED.**

-SCREENS MUST BE MEASURED PER THE SCREEN OPENING. SCREEN SIZE IS MEASURED SCREEN OPENING MINUS 1/8" FOR WIDTH & HEIGHT.

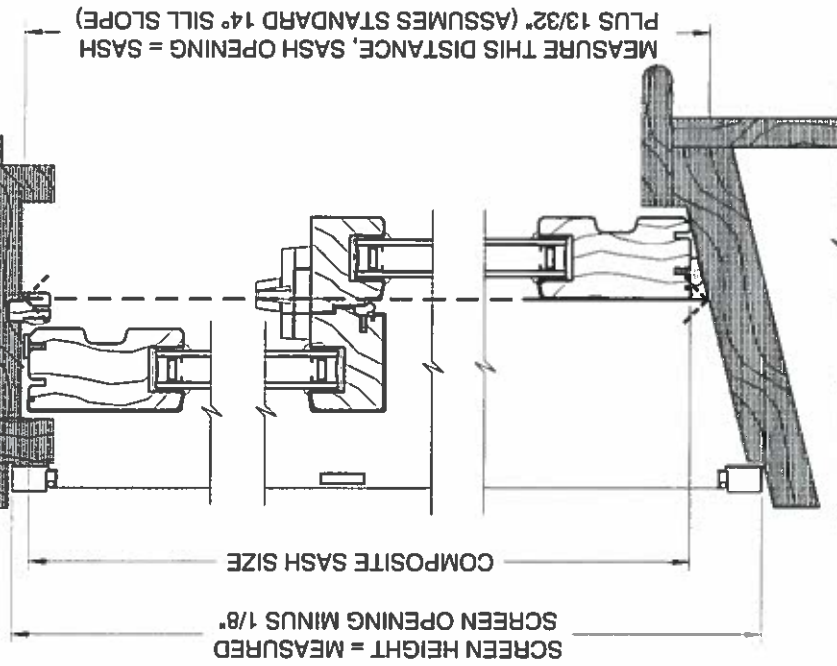
-IF REPLACING CARADCO OR JELD-WEN  
PRODUCT PLEASE SPECIFY UNIT TYPE:  
C100, C112, CLSC1, OR OTHER.

**-ZAP SCREENS WILL BE TOP HINGED & BALL & LOOP AT BOTTOM, NOT SPRING PLUNGERS.**

## HORIZONTAL SECTION



## VERTICAL SECTION

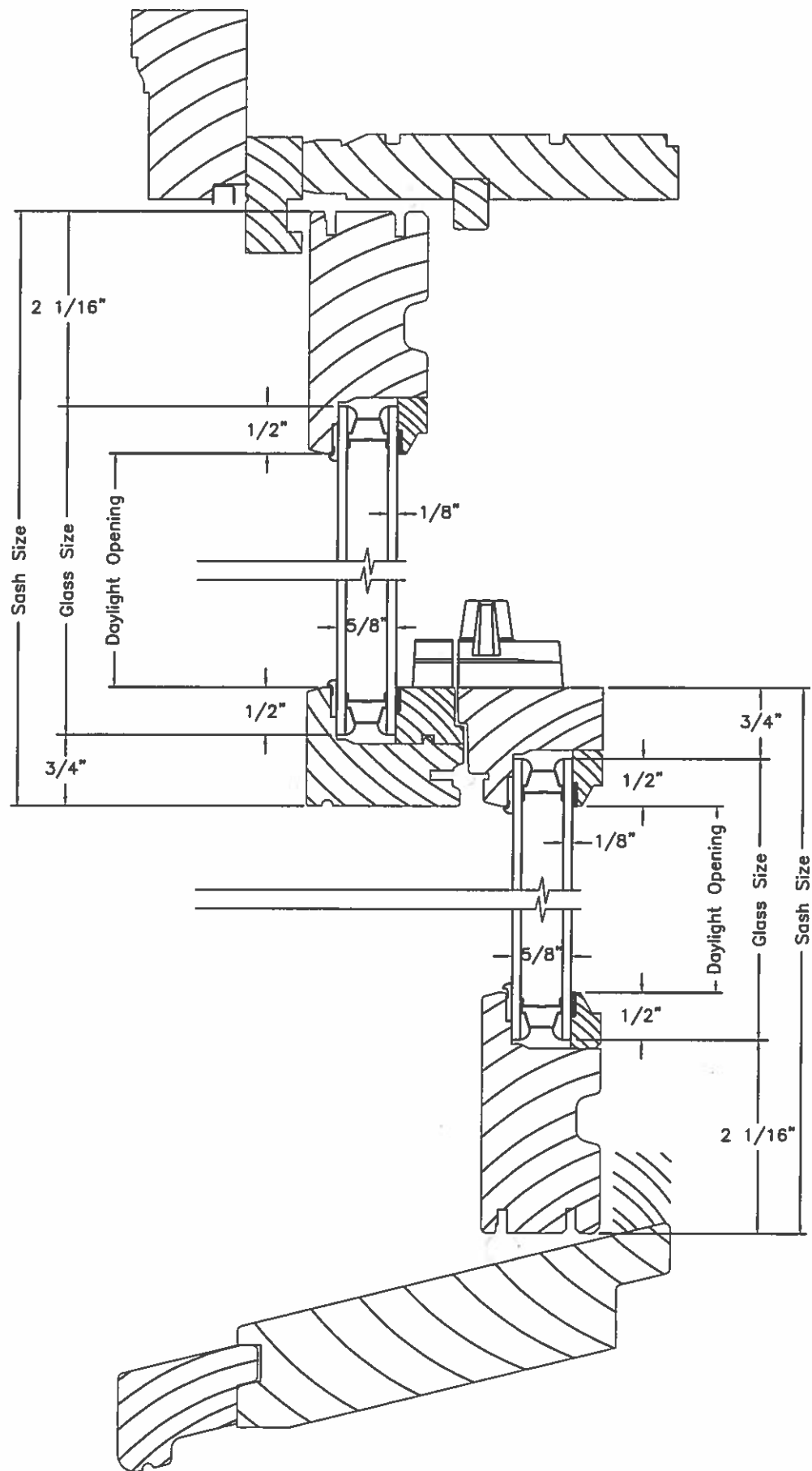


\* SHADED AREAS  
ARE EXISTING  
WALL BY OTHERS

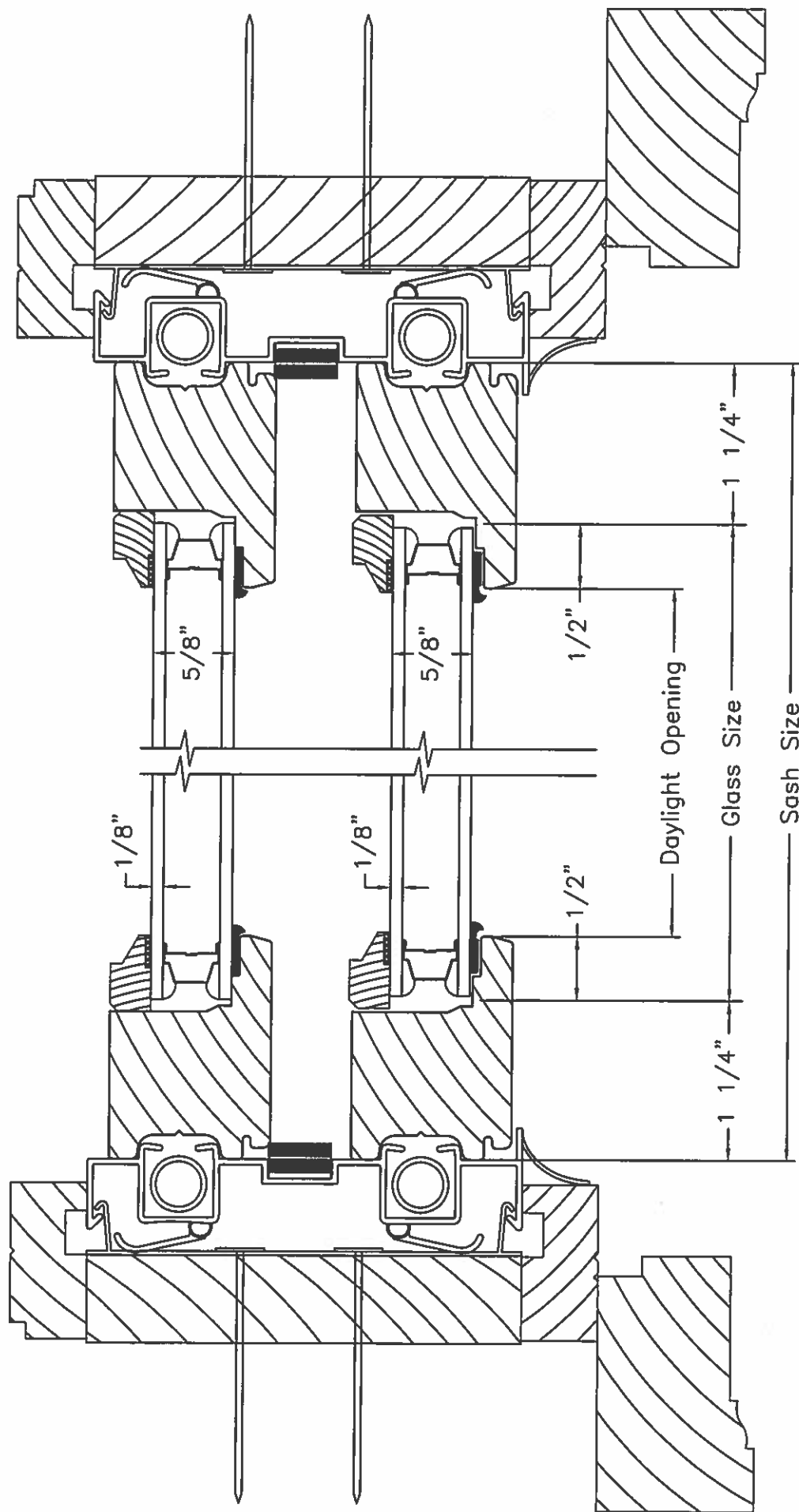
**Description: CLAD DOUBLE HUNG ZAP PACK UNIT ~ SECTION DETAIL**

<b>JELD-WEN</b> WINDOWS & DOORS  WINDOW DIVISION - RANTOUL  800-626-3105  <b>WWW.JELD-WEN.COM</b>	<b>Drawing #: FORM-110 ~ REV-B</b>		<b>Order #:</b>	<b>Line #:</b>	<b>Rev:</b>	<b>By:</b>	<b>Date:</b>	<b>Rev Description:</b>
	<b>Drawn By: JEREMIAH YOHNIKA</b>		<b>P.O. #:</b>	<b>Quantity:</b>	<b>A</b>	<b>JY</b>	<b>07/14/03</b>	<b>ADDED INFO</b>
	<b>Approved By:</b>		<b>Customer:</b>		<b>B</b>	<b>RB</b>	<b>01/02/09</b>	<b>CHANGED TITLEBLOCK</b>
	<b>File Path: J:\Forms\*****.dwg</b>		<b>Date: 01/02/09</b>	<b>Ship Date:</b>				
Custom product drawings are drawn per customer specifications. Any customer changes to the original purchase order request may result in extended lead times and possible financial liability. All elevations are viewed from the exterior. Drawings are for reference only.								





Primed Zap DH  
Vertical Section



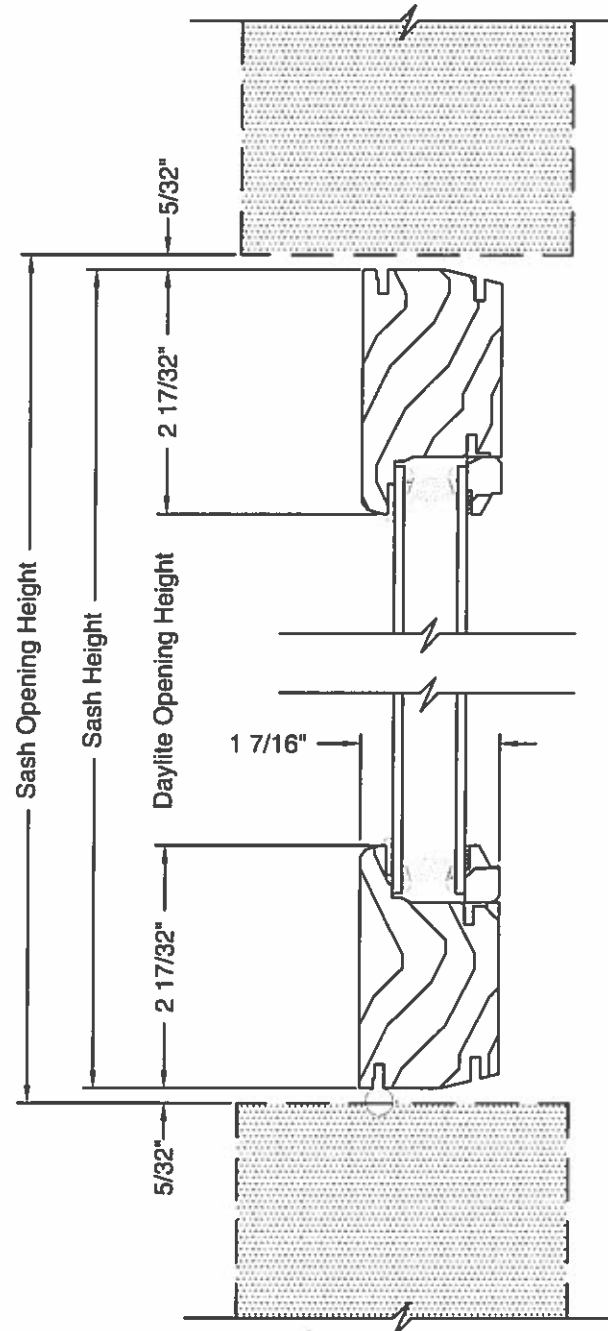
## Primed Zap DH Horizontal Section

# Architectural Detail Manual

## Primed ZapPack Replacement Picture Sash

### Section Details

#### ZAP PACK PICTURE



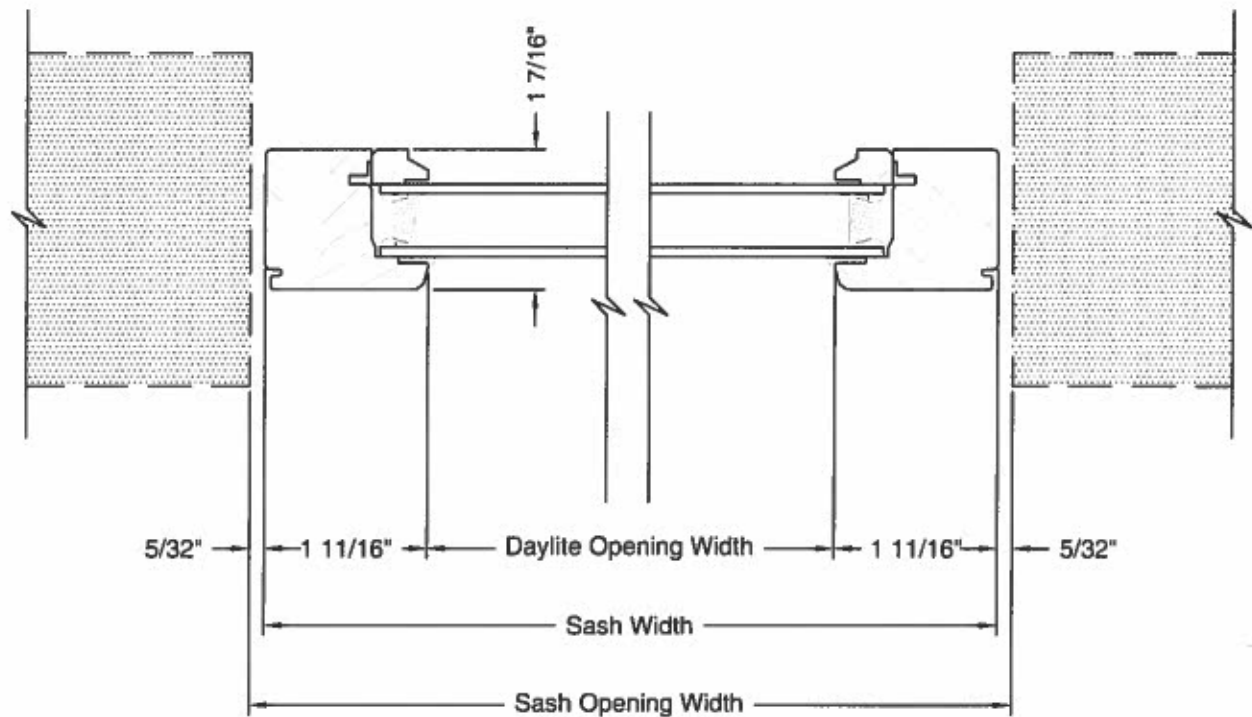
#### VERTICAL SECTION

# Architectural Detail Manual

## Primed ZapPack Replacement Picture Sash

### Section Details

#### ZAP PACK PICTURE



#### HORIZONTAL SECTION



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November 13, 2014

Mr. Derek Cundiff, Chair  
and Members of the Architectural Review Board  
Roanoke, Virginia

Dear Members of the Board:

**Subject:** Request from Community Housing Partners, represented by Mr. Michael George, proposing exterior alterations of the existing 2½-story duplex. The proposed work includes: Replacing front entry door with a window, replacing existing pressure treated wood handrail with a painted wood handrail, repairing wood decking in front porch with in-kind tongue & groove pine, repairing existing vinyl siding, replacing existing aluminum corner trims with paintable material, replacing the existing rear lattice handrail with a painted wood handrail, repairing/painting all existing windows, except the kitchen window to the rear of the structure to be reduced in height to allow for interior upgrading of the kitchen counter at 630 Day Avenue S.W.

**Background:**

The building at 630 Day Avenue, S.W. is a 2 ½ -story multi-family (duplex) located within the Southwest Historic Neighborhood Overlay District (H-2).

The applicant requests approval for the following work:

1. Removing the existing secondary steel entry door and installing new painted wood window with similar dimensions of the existing window on the front porch.
2. Removing and replacing the existing pressure treated wood handrail with a painted wood handrail to comply with the H-2 Design Guidelines.
3. Repairing wood decking in front porch with in-kind tongue & groove pine.
4. Cleaning and repairing the existing vinyl siding. Replacing the existing aluminum corner trims with paintable material (Hardi Board, vinyl or wood).
5. Removing the existing lattice handrail on the rear porch and replacing it with a painted wood handrail to comply with the H-2 Design Guidelines.



6. Repairing/painting/maintaining existing windows, except the rear kitchen window to be reduced in height to allow the installation of a standard height counter top and backsplash inside the kitchen.

### **Findings:**

The H-2 Architectural Design Guidelines recommend the following:

- Retain historic roofing materials, such as slate, clay tile, wood shingles, or metal, that are still in good overall condition. If a limited area of historic roofing materials is damaged or deteriorated, repair with compatible materials is recommended rather than the removal and replacement of the entire roof surface. If owners choose to remove and replace their historic roofing material they must first present sufficient evidence and information to the ARB regarding the condition of the roof and feasibility of repair.
- Carefully remove and store existing slate, tiles, or shingles when making repairs to roofing substructure and replace them once repairs are complete.
- Avoid replacing roofs with a substitute material that does not convey the same visual appearance of the historic roof.

### **Design Application Review Committee comments:**

- Provide more info/details/drawing on the proposed wood handrail and its current condition.
- Provide a close up photo of the window proposed to be reduced in height to reveal its current condition. If, possible, provide an alternative solution rather than changing the window height.
- Provide information on the material to be used for filling in the area under the new window replacing the front metal door and the window to the rear proposed to be reduced in height.
- Provide justification for removing the existing lattice handrail at rear porch. Salvage the existing lattice instead of removing it is preferred.

### **Staff Comments:**

Staff concurs with the concerns raised by the DARC; however, recommends approval of the proposed alterations.



---

Frederick Gusler, AICP  
ARB Agent

# H-2, Historic Neighborhood Overlay District

## Application for Certificate of Appropriateness

Date of Application: 10/16/2014

Site Address:

630 Day Ave, SW

Property Owner:

Name: Community Housing Partners

Address: 990 Cambria St.

City: Christiansburg

State: VA

Zip Code: 24070

Phone Number: 5402675092

E-Mail: mgeorge@chpc2.org

Owner's Representative (if applicable):

Name: Michael George

Address: 990 Cambria St.

City: Christiansburg

State: VA

Zip Code: 24073

Phone Number: 5402675092

E-Mail: mgeorge@chpc2.org

Application Prepared By: Michael George

Current Use: ☐ Single-Family ☒ Two-Family (Duplex) ☐ Multifamily ☐ Townhouse ☐ Commercial

If Commercial, Describe Use:

Project Type: ☐ Roof ☐ Porch ☐ Windows and Doors ☐ New Construction ☐ Signs ☐ Walls and Fences  
☐ Parking and Paving ☐ Demolition ☐ Other: minor repairs/alteration

**\*PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.**

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Signature of Property Owner: 

Date:

Section Below to be Completed by Staff

Certificate Number:

Approval By: ☒ ARB ☐ Agent

Tax Parcel Number:

1120508

Other approvals needed:

☐ Zoning Permit

☐ BZA/Planning Commission

Base Zoning District:

☐ Building Permit

☐ Other

Agent, Architectural Review Board:

Date:

# H-2, Historic Neighborhood Overlay District

## Detailed Project Description

Site Address: 630 Day Ave. Roanoke VA

Property Owner: Community Housing Partners Corporation

**Front elevation:**

The secondary steel entry door will be eliminated and replaced with a new painted wood window of similar dimensions to the existing window on the front porch (see attached photo of front porch).

The treated wood hand rail leading up the front steps will be replaced with an H2 compliant painted wood design.

**Siding:**

The existing vinyl siding will be cleaned and repaired. The existing aluminum corner trim will be replaced with a solid paintable material.

**Rear porch:**

The existing lattice will be removed and replaced with and H2 compliant painted wood handrail. Removing the lattice

The porch floor will be repaired with "in-kind materials (pine T&G)

**Windows:**

Existing window dimensions will be maintained (with the exception of one). The majority of the existing windows will be repaired and made functional.

The rear kitchen window will be reduced in height to allow for a standard height counter top and backsplash inside (see photo showing conflict with existing window). The new window will be painted wood.

**Rear bump out:**

Half round gutters will be added to this section of the roof (see photo of rear elevation)

Project  
Description:

Additional information to be submitted:

☒ Photographs   ☐ Site Plan   ☐ Elevation Drawings   ☐ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other:



## 630 Day Ave. Certificate of appropriateness supporting document

### Front elevation:

The secondary steel entry door will be eliminated and replaced with a new painted wood window of similar dimensions to the existing window on the front porch (see attached photo of front porch).

The treated wood hand rail leading up the front steps will be replaced with an H2 compliant painted wood design.



## Rear Elevation

### Siding:

The existing vinyl siding will be cleaned and repaired. The existing aluminum corner trim will be replaced with a solid paintable material.

### Rear porch:

The existing lattice will be removed and replaced with an H2 compliant painted wood handrail. Removing the lattice will reveal some original wood siding on the rear of the house.

The porch floor will be repaired with "in-kind materials (pine T&G)

### Rear bump out:

Half round gutters will be added to this section of the roof (see photo of rear elevation)



Add half-round gutters

Lattice to be replaced with painted wood hand rail and pickets

Reduce height of this window by about 8"

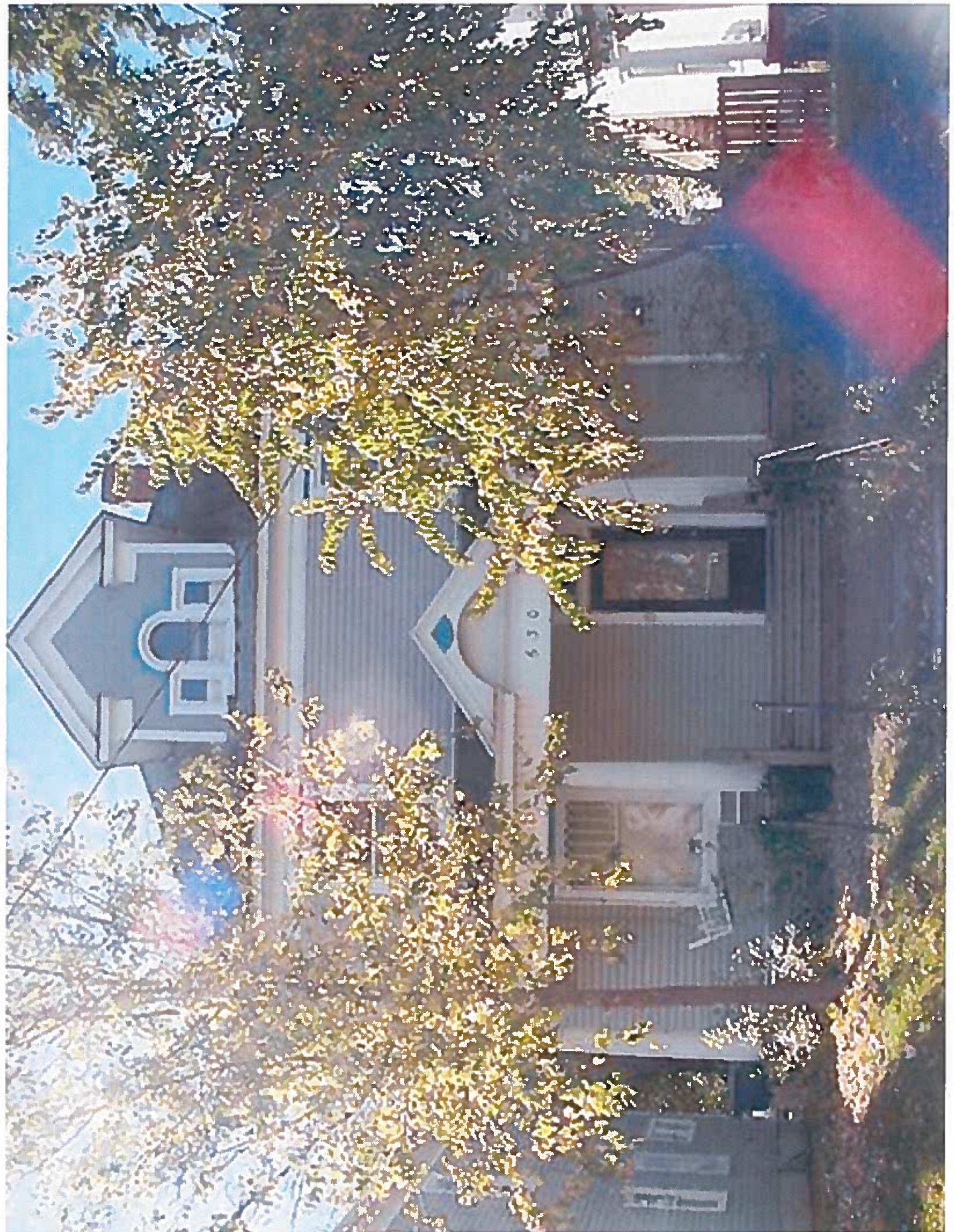
#### Windows:

Existing window dimensions will be maintained (with the exception of one). The majority of the existing windows will be repaired and made functional.

The rear kitchen window will be reduced in height to allow for a standard height counter top and backsplash inside (see photo showing conflict with existing window). The new window will be painted wood.











**PLANNING, BUILDING AND DEVELOPMENT**

Noel C. Taylor Municipal Building  
215 Church Avenue, SW, Room 166  
Roanoke, Virginia 24011  
540.853.1730 fax 540.853.1230  
planning@roanokeva.gov

November 13, 2014

Mr. Derek Cundiff, Chair  
and Members of the Architectural Review Board  
Roanoke, Virginia

Dear Members of the Board:

**Subject:** Request from David Workman to replace the entire front porch tongue & groove wood decking with a composite material at 609 Allison Avenue, S.W.

**Background:**

The building at 609 Allison Avenue, S.W., is a 2 ½-story single-family house located within the Historic Neighborhood Overlay (H-2).

The applicant requests approval for the following work:

1. Replacing the entire front porch tongue & groove wood decking with a composite material.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following:

*Retaining Existing Porches:*

- Identify and keep the original materials and features of porches.

*Repairing Damage:*

- Remove deteriorated wood by cutting out damaged areas or removing affected elements, such as individual floor boards. Retain as much of the sound original material as possible and make repairs by splicing or patching in new materials of the same species.
- Do not remove deteriorated features that need only limited repair.

**Design Application Review Committee comments:**

- No proof of the need for replacing the entire front porch decking.
- Composite material is inconsistent with the historic flooring material. Need clarification on the reason for proposing the use of composite material.



**Staff Comments:**

The proposal is not consistent with the H-2 Design Guidelines mentioned above. Staff concurs with the DARC comments and recommends denial of the application, as proposed.

A handwritten signature in dark ink, appearing to read "Frederick Gusler", is written over a light blue horizontal line.

---

Frederick Gusler, AICP, ARB Agent

COA .  
Application for ~~In-Kind~~ Replacement & Repair

This form is to be used for work not requiring ARB approval.

PLEASE POST ON SITE ONCE APPROVED.

Print Form

Date of Application: 10 20 14 Complete Form & Click Here to Submit Electronically

Site Address: 609 Allison Avenue S.W.

Property Owner:

Name: DAVID WORKMAN

Address: 609 Allison Avenue SW

City: ROANOKE

State: VA.

Zip Code: 24016

Phone Number: 540-580-5925

E-Mail:

Brief Project  
Description:

REPLACE FRONT PORCH DECKING.

(Work not requiring ARB approval includes painting and ordinary maintenance activities and replacement of porches, stairs, awnings, roofing materials, windows, or other similar modifications to an element of a building, structure or landmark, where materials of the same design are used and the architectural defining features of the structure are maintained.)

Submittal Checklist:

☒ A completed application.

☒ Photograph(s) of existing condition of the feature(s) proposed for repair or replacement (please provide as attachment).

Certification:

I hereby certify that the exterior work to be undertaken on this property will be done as described above and will be limited to the described maintenance and in-kind replacement.

Signature of Property Owner:

David Workman

Date:

10 20 14

Department of Planning Building and Development

Room 166, Noel C. Taylor Municipal Building

215 Church Avenue, S.W.

Roanoke, Virginia 24011

Phone: (540) 853-1730 Fax: (540) 853-1230

ARB Agent

Frederick Gusler, Senior City Planner

Phone: (540) 853-1104

E-mail: frederick.gusler@roanokeva.gov

Section Below to be Completed by Staff

Tax Parcel Number:

1131122

Other approvals needed:

☐ Zoning Permit

☐ Building Permt

☐ Other

Base Zoning District:

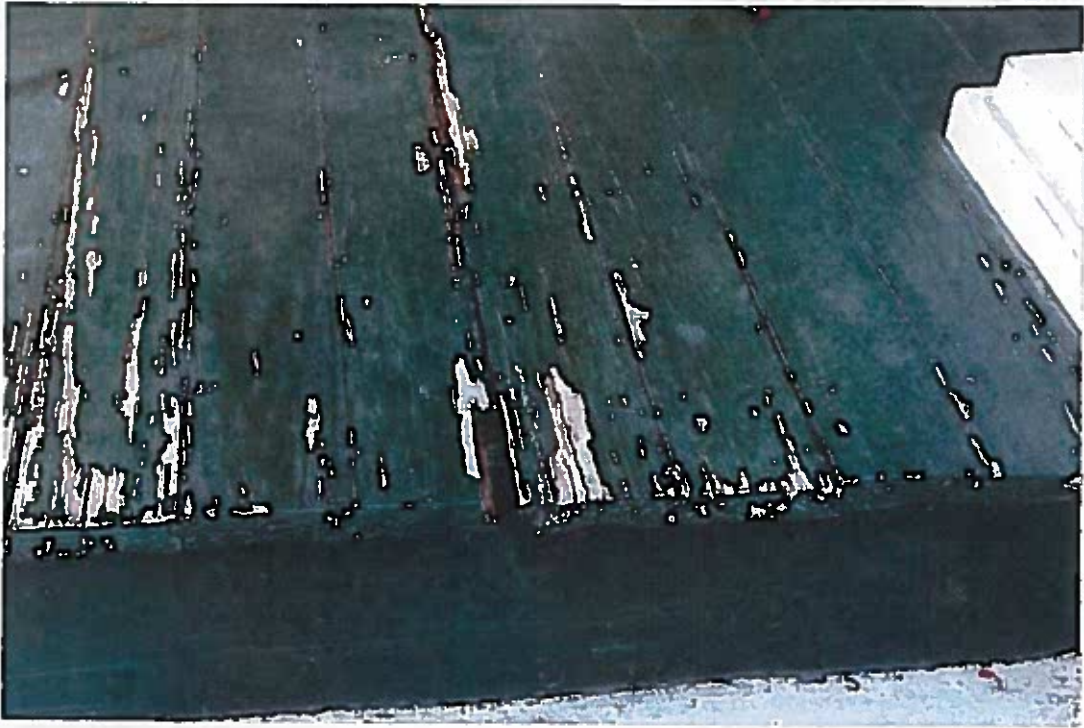
Overlay Zone:

Approved:

Agent, Architectural Review Board:

Date:















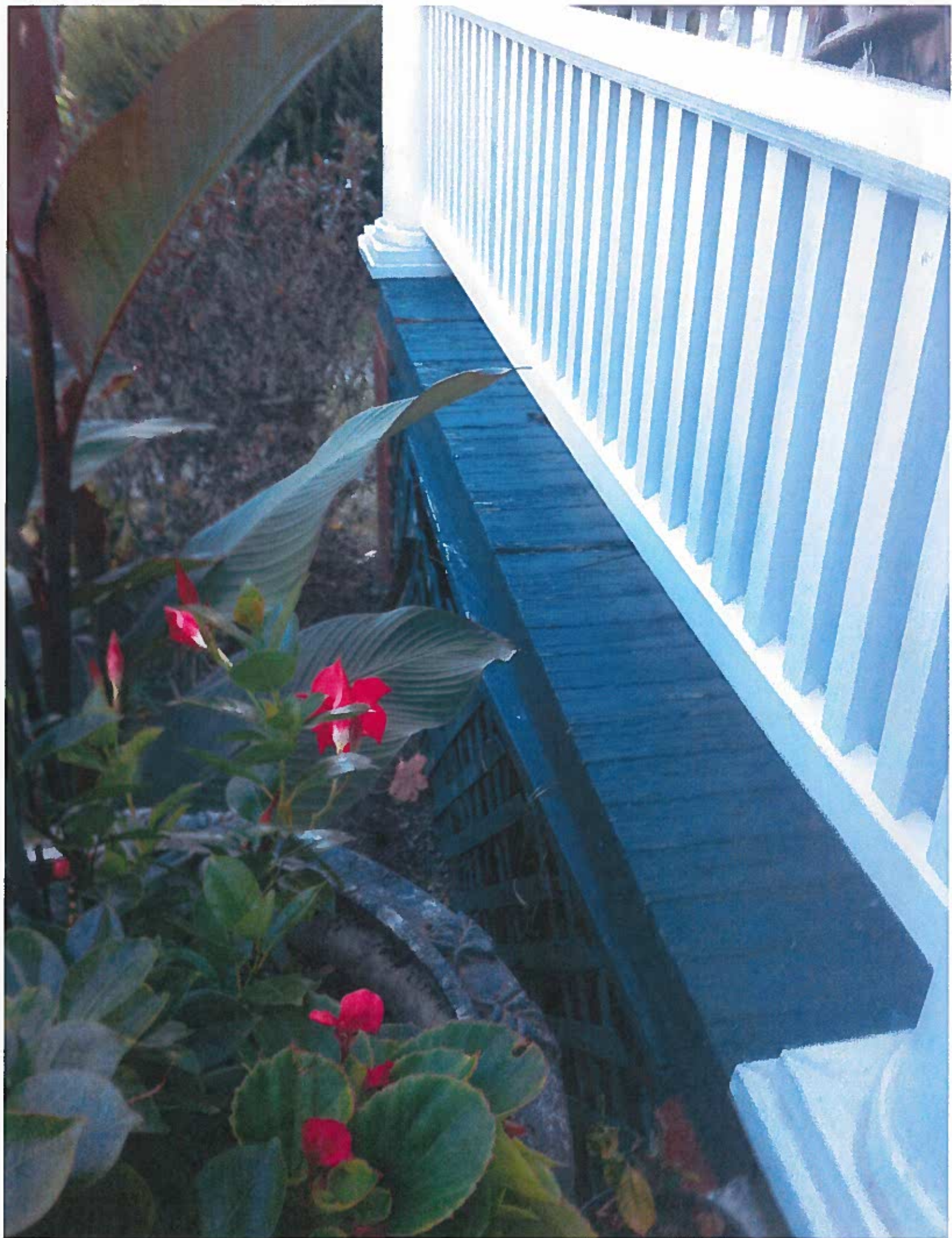
















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planning@roanokeva.gov

November 13, 2014

Mr. Derek Cundiff, Chair  
and Members of the Architectural Review Board  
Roanoke, Virginia

Dear Members of the Board:

**Subject:** Request to amend COA 140053 to approve deviations from the approved 2<sup>nd</sup> floor balcony facing onto Kirk Avenue, canopy at building entrance on Kirk Avenue, and the light fixture at this entrance at 301 Market Street, S.E.

**Background:**

The building at 301 Market St, S.E. is a two-story structure within the Downtown (City Market) Historic Overlay (H-1). On April 10, 2014, the ARB approved exterior building alterations (COA 140053) which included addition of a 2<sup>nd</sup> floor balcony facing onto Kirk Avenue. Upon the final inspection, staff noticed a change in the appearance of the 2<sup>nd</sup> floor balcony spindles, inconsistent with the approved plans. The approved plans included straight spindles on this balcony; however, the installed balcony includes partially curved spindles.

The applicant requests approval for the following work:

1. Revision to the previously approved 2<sup>nd</sup> floor balcony to include partially curved spindles, as already installed.

**Findings:**

The H-1 Architectural Design Guidelines recommend the following:

- Consider the building's original features when adding a balcony.

**Design Application Review Committee comments:**

- The approved COA has been altered with no review/approval. Changes to the scope of work should receive the ARB approval.

**Staff Comments:**

Balconies are not a common historic feature in the H-1 District. The few that were known featured straight spindles. There is no evidence of curved spindles used within this historic district. Staff concurs with the DARC concerns and recommends denial of the proposal.



---

Frederick Gusler, AICP ARB Agent



H-1, Historic Downtown Overlay District  
Application for Certificate of Appropriateness



Date of Application 27 October 2014

Site Address 301 Market Street SE, Roanoke, VA

Property Owner:

Name: Liberty Hill Properties

Address: 52 Liberty Lane

City: Natural Bridge

State: VA

Zip Code: 24578

Phone Number: +1 (540) 460-2293

E-Mail: kmiller@walkaboutoutfitter.com

Owner's Representative (if applicable):

Name: Larry W Degen, Degen Architects PC

Address: PO Box 20183

City: Roanoke

State: VA

Zip Code: 24018

Phone Number: +1 (540) 772-0800

E-Mail: degenarch@gmail.com

Application prepared by: Larry W Degen

Project Type: ☐ Painting ☐ Lighting ☐ Awnings and Canopies ☐ New Construction ☐ Signs ☐ Windows and Doors  
☐ Storefront ☐ Roof, Cornice or Parapet ☐ Demolition ☒ Other: balcony

**\*PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.**

Acknowledgement of Responsibility:

I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: *[Signature]* for Kirk & Tina Miller Date: 27 October 2014

*Section Below to be Completed by Staff*

Certificate Number:

Approval By: ☒ ARB ☐ Agent

Tax Parcel Number:

4011312

Other approvals needed:

☐ Zoning Permit

☐ BZA/Planning Commission

Base Zoning District:

☐ Building Permit

☐ Other

Agent, Architectural Review Board:

Date:

Member, Architectural Review Board:

Date:

# H-1, Historic Downtown Overlay District Detailed Project Description



Site Address: 301 Market Street SE, Roanoke, VA

Property Owner: Liberty Hills Properties

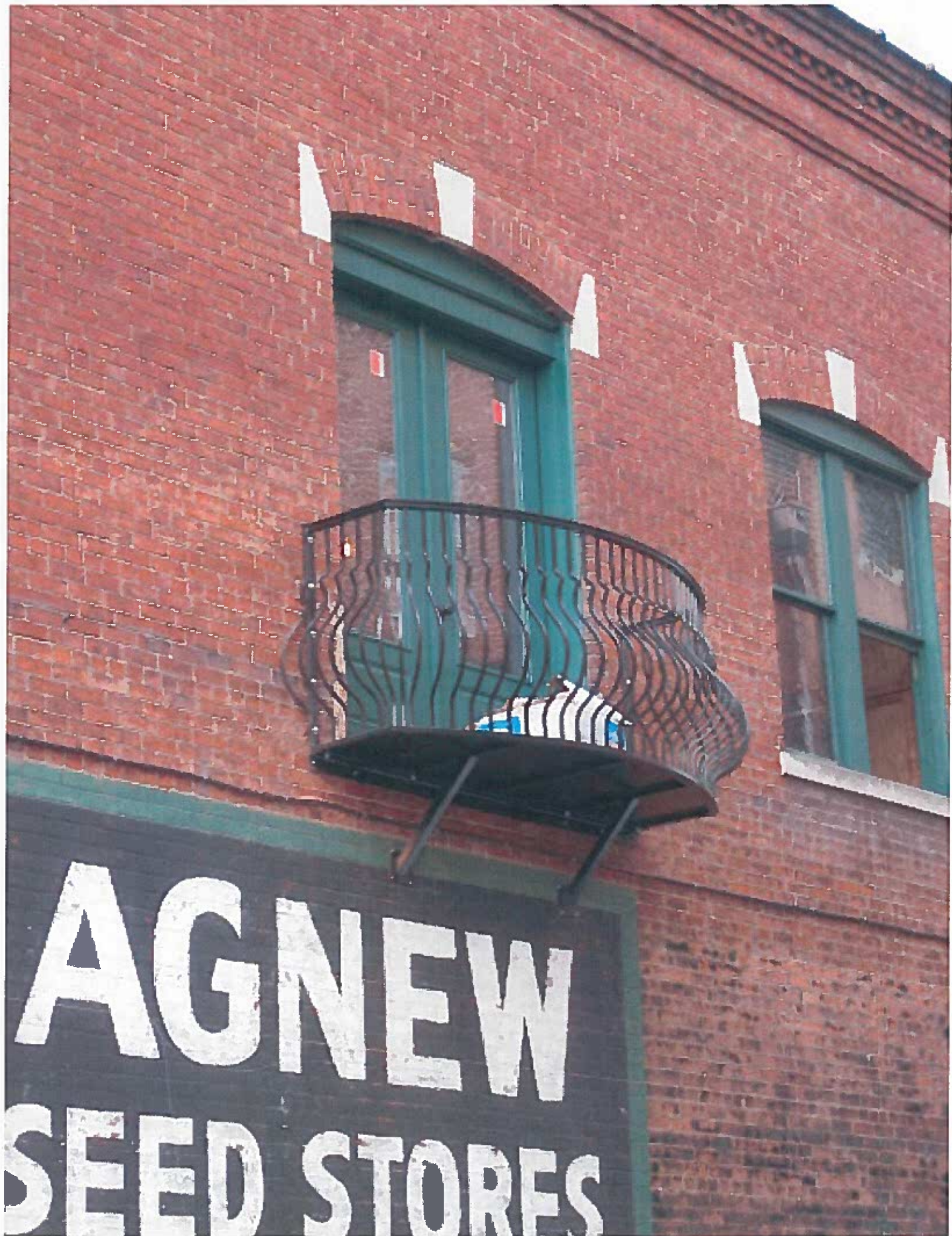
Project Description: Amend Certificate #COA140053, to substitute in-place balcony configuration for that shown on previous application.

## Additional information to be submitted:

☐ Photographs   ☐ Site Plan   ☐ Elevation Drawings   ☒ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other: \_\_\_\_\_





AGNEW  
SEED STORES